



Local governments working together for a better metropolitan region

December 17, 2003

District of Columbia
Bowie
College Park
Frederick County
Gaithersburg
Greenbelt
Montgomery County
Prince George's County
Rockville
Takoma Park
Alexandria
Arlington County
Fairfax
Fairfax County
Falls Church
Loudoun County
Manassas
Prince William County

Honorable Kathryn H. Porter
Mayor, City of Takoma Park
7500 Maple Avenue
Takoma Park, MD 20912-5836

Dear Mayor Porter:

As Chairman of the Board of Directors of the Metropolitan Washington Council of Governments (COG), I would like to remind you that appointments to COG's Boards and policy committees are due to be made for the year 2004.

At the beginning of each term of office and then again annually in January, COG's local governments are invited to review current appointments to the three independent policy boards: COG Board of Directors; National Capital Region Transportation Planning Board (TPB); and Metropolitan Washington Air Quality Committee (MWAQC). In addition, appointments are solicited for several policy subcommittees of the COG Board: Chesapeake Bay Policy Committee (CBPC); Human Services Policy Committee (HSPC); Metropolitan Development Policy Committee (MDPC); Public Safety Policy Committee (PSPC); and the Committee on Noise Abatement and Aviation at National and Dulles Airports (CONAANDA). Each of these committees is comprised largely of elected or appointed officials and is responsible for significant regional policy, planning and program activities at COG.

As appropriate, you are invited to make new appointments or re-appoint current members. Since much of COG's work program is developed in these committees, affecting a range of regional concerns, we believe it is important that every jurisdiction be represented. I have enclosed a chart of current elected and appointed officials from your jurisdiction who are serving on COG committees for your reference. If at all possible, please make appointments to these committees by early January 2004.

Again, we look forward to your participation in COG. If you have any questions, please call COG's Executive Director, David J. Robertson, and he will be happy to address them.

Sincerely,

Mary K. Hill
2003 Chair
COG Board of Directors

Enclosures

cc: Richard M. Finn, City Administrator
Catherine Waters, City Clerk
Mayor Pro Tem Bruce R. Williams, COG Board of Directors

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
REQUEST FOR 2004 APPOINTMENTS AND/OR REAPPOINTMENTS
TO COG POLICY BOARDS/COMMITTEES
BY THE CITY OF TAKOMA PARK**

The following COG Boards and Policy Committees are comprised of elected officials from member local governments. Appointments and reappointments are requested each year in January.

Policy Board/Committee	Current 2003 Appointment(s)	Requested 2004 Appointment(s)	Proposed Schedule ¹
COG Board of Directors	Bruce Williams	1 Member Alternate (optional)	Meets at noon on the 2 nd Wednesday of every month except August and December (unless necessary)
Transportation Planning Board	Kathy Porter	1 Member Alternate (optional)	Meets at noon on the 3 rd Wednesday of every month except August
Metropolitan Washington Air Quality Committee	Share Maack	1 Member Alternate (optional)	Meets at noon on Jan.28, Feb.25, March 24, April 28, May 26, June 23, July 28, Sept. 22, Oct. 27, Nov. 24 and Dec. 22
Metropolitan Development Policy Committee	Joy Austin Carol Stewart (Alt.)	1 Member Alternate (optional)	Meets at 10:00 a.m. on the second Wednesday in January, March, May, July, September, and November
Human Services Policy Committee	Carol Stewart	1 Member Alternate (optional)	Meets at noon on the 3 rd Friday of February, April, June, August, October, and December
Public Safety Policy Committee	Carol Stewart	1 Member Alternate (optional)	Meets at noon on the 3 rd Friday in January, March, May, July, September and November
Committee on Noise Abatement and Aviation at National and Dulles airport	Vacant	1 Member Alternate (optional)	Meets bi-monthly on the 2 nd Wednesday from 10:00 to noon
Chesapeake Bay Policy Committee	Bruce Williams	1 Member Alternate (optional)	Meets from 10:00 a.m. to 12:00 p.m. on the 4 th Friday in Jan., Mar., May, July, Sept. and Nov.

¹ Staff proposed schedule: subject to committee revision